

**APPLICATION:**  
**ZONING COMPLIANCE LETTER**

Department of Community Development  
Court & Office Building  
29 Ashby Street, Suite 310  
Warrenton, Virginia 20186

Zoning Will Assign Case Number

CASE NO: \_\_\_\_\_

Office of Zoning  
Telephone: (540) 347-8789

**Instructions:**

☐ without proffers (\$100)

☐ with proffers (\$250)

**Complete this application and submit to Zoning, Permitting & Inspections along with the required filing fee. Checks should be made payable to "Treasurer, Fauquier County". A separate application must be completed for each parcel of record if you are requesting research on more than one parcel.**

**The zoning compliance research process requires that the County research various historic files for the parcel. Therefore, you should not expect to receive a response to this request for several weeks. The response will be sent to the address you provide below. If you are not the property owner, as reflected in the County's Real Estate tax records, a copy of the letter will also be sent to the property owner.**

**PARCEL TO BE RESEARCHED:**

Parcel ID Number (PIN): \_\_\_\_\_

Parcel Address: \_\_\_\_\_

Name of Parcel Owner: \_\_\_\_\_

Information Requested (attach letter if desired): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**REQUESTER INFORMATION:**

\_\_\_\_\_  
Name

\_\_\_\_\_  
Company

\_\_\_\_\_  
Address

\_\_\_\_\_  
City State Zip

Phone Number: \_\_\_\_\_

Fax Number: \_\_\_\_\_

*I hereby request a zoning compliance letter for the above referenced parcel. I understand that, if I am not the property owner, a copy of the research will also be sent to the property owner of record for the researched parcel.*

\_\_\_\_\_  
Signature of Requester Date

**FOR OFFICE USE ONLY**

Fee: \_\_\_\_\_  
Receipt # Date Rc'd By

ZONING: \_\_\_\_\_

ACREAGE: \_\_\_\_\_

PROFFERS: \_\_\_\_\_

SITE PLAN: \_\_\_\_\_

SPECIAL EX.: \_\_\_\_\_

SPECIAL PMT.: \_\_\_\_\_

APPLICATION PENDING: \_\_\_\_\_

NOTES: \_\_\_\_\_

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